

Date: October 23, 2000

To: The Record
Health Facilities Advisory Committee (HFAC)

From: Recording Secretary, HFAC

Subject: October 11, 2000, HFAC Conference Call Minutes (Final)

Members & Alternates

Present: CAPT José F. Cuzme, PE, Chairman, IHS/OPH/DFEE
CAPT Douglas C. Ott, PE, Vice Chairman, IHS/Alaska Area/OEHE
CAPT Kerry M. Gragg, PE, Member, IHS/California Area/OEHE
LCDR Merritt Lake, RS, Member, IHS/OPH/EHS
Mr. Gilbert Harrison, PE, Member, IHS/Navajo Area/OEHE
Mr. Kenneth R. Harper, PE, Member, IHS/DFEE/ESS
CAPT Paul Fardig, alternate, IHS/OPH/DFEE
CAPT Mike Verschelden, alternate, IHS/DFEE/ESD
Mr. Rick Boyce, alternate, Alaska Consortium
Steven Christensen, PE, alternate, IHS/DFEE/ESS

Members

Absent: Ms Diane Stewart, AIA, Member, IHS/DFEE/ESD
CDR George W. Styer, PE, Member, IHS/Nashville Area/OEHE

Introduction:

The conference call was conducted on October 11, 2000 at 12:00 noon, Eastern Daylight Time (EDT). There were six members and four alternates present. The August 25, 2000 minutes for the July 6, 2000 conference call were approved as submitted.

Old Business:

(1) P-46. Facility Conditions Survey

A revised copy of the Facility Conditions Survey document dated September 2000 was provide to all members prior (October 4, 2000) to the call. CAPT Cuzme provided brief description of the changes to the documents. Generally, members thought the substance of the document was good. However, it was generally noted the documents need to be spell checked and consistency within the document is lacking. Ms Stewart's representative, CAPT Verscheldon, provided detailed comments. For the most part all of the detailed comments were adopted and corrections to the document will be made prior to distribution to the field. Below is a summary of the comments provided and changes to be made in the document:

- a. Document will be spell checked and the font corrected to print in the same color.
- b. Consistency in the use of terms will be corrected, as well as conflicting statements noted, for example on under 3.5 SITE SURVEY, item G, page 27, last sentence conflicts with other parts of the document.
- c. The BEMAR definition, page 7, per CAPT Cuzme, is consistence with congressional understanding and will remain as defined in the document.
- d. Under COST ESTIMATE (BUDGET ESTIMATE), page 7, it was agreed that certain add on costs to raw construction cost estimates for correcting identified deficiencies were appropriate. However, not all the costs identified in the current list are appropriate. A more specific listing will be generated and included to assure consistency within the National BEMAR database.
- e. Under EXHIBIT I, item 12, page 18, the words "Review of" will be eliminated.
- f. Under 3-1 OPTIONS, page 22, it was noted that IHS funds could be used to conduct Facility Condition Surveys providing the facility is M&I eligible.

- g. Under 3-2 PLANNING, item B (11), page 22, the word "Update" will be eliminated.
- h. Under 3-3 ASSEMBLING THE SURVEY TEAM, item B, page 24, this sentence will be changed to read "A team leader will be appointed who is in charge of the on-site survey".
- i. Under 4-3 FINALIZING THE REPORT, item A, page 30, the timeframe for completion of a draft report will be changed from "10 days" to "3 weeks".
- j. EXHIBIT IV (STAFFING REQUIREMENTS) will be totally revised to be consistent with the ES work standards.

A motion was made by Mr. Harrison and seconded by CAPT Gragg to approve the Facility Condition Survey Guidance Manual subject to the above noted changes. The motion was approved.

(2) Authority Having Jurisdiction

Prior to the conference call on October 4, 2000 a copy of the suggested changes drafted by CAPT Gragg were provided to all committee members. CAPT Ott asked if the changes made to the document addressed the concerns previously expressed by a few facility managers. The original issue centered around Area Office Facility Managers being requested to sign sprinkler drawings as the AHJ by the local Fire Marshal. This document allows for the facility managers to approve drawings for sprinkler systems. However, if an **Official representing the Agency (IHS) is required by the Fire Marshal, JCAHO, or HCFA**, the Area Office can pay the respective ES (AHJ) for the review of the drawings, if that Area has taken its tribal shares for review of drawings. Finally, if there is a disagreement between the Area Office and JCAHO or HCFA over a specific code interpretation, where the AHJ is in agreement with the Area Office, the issue will be forwarded to the AHJ committee to mediate a final decision with HCFA or JCAHO that would not impact reimbursements to IHS.

A question was raised related to the jurisdiction of the AHJ over tribally owned facilities. **The AHJ has no jurisdiction over tribally owned facilities.** Should an IHS program be housed in an unsafe tribally owned facility, the unsafe condition of the facility should be dealt with through the IHS contract to run the program.

Ms. Stewart's representative Mike Verschelden provided several comments on the document's language. Comments including minor clarifications to the document's original language previously adopted by the HFAC, as well as concerns on some of the new proposed language was provided. The change adopted by the committee was under paragraph (E) Procedures, item 4 on the last page. This paragraph will be changed to coincide with the language in the ES technical handbook chapter. A motion was made by Mr. Harper to approve the AHJ document as written with the above noted change and was seconded by Mr. Harrison. The motion was approved.

(3) Lessons Learned

As discussed, Ms Stewart revised the document to describe its applicability and provided the document to all members on October 6, 2000. Further discussion on the document was postponed until the next HFAC conference call.

(4) Indoor Air Quality

LCDR Lake provided a brief description of the issue via e-mail just prior to the conference call. Committee members requested additional information on costs, the acceptance by other agencies or facility groups of installing a passive radon collection system under all newly constructed buildings, copy of the specifications being suggested by EPA, etc. LCDR Lake will attempt to gather this information and provide it to committee members sometime prior to the next conference call.

New Business:**(1) Vote on New Membership**

CAPT Cuzme indicated there were three members whose terms either would or had already expired. Candidates for the three slots include Kenneth Olson, Gary McFarland, Darrell La Rouche & Kerry Gragg. Gilbert Harrison requested he also be considered as a candidate (later via e-mail to CAPT Cuzme, Mr. Harrison asked to have his name withdrawn from consideration). It was agreed CAPT Cuzme would e-mail a ballot with the candidates being considered to each voting member. The members are to complete and return to CAPT Cuzme, who will tally the votes and notify members of the results.

Other Issues:**(1) HFAC Web Pages**

Two HFAC web pages now exist. Mr. Lee Robison produced the first one and CDR Taddy with the aid of a Co-Step created the second. CDR Taddy's web page has several additional features not included in the first. For example, it allows original signatures to be included on the decision notices. One issue is whether or not the HFAC committee wishes to display original signatures, as the past decision notices were generated in three different formats. The newest HFAC Web page can be found at <http://www.ihs.gov/nonmedicalprograms/dfee/hfac2/> On the next call, CDR Taddy will explain some of the new features. Please review and give me some feedback on how best to activate the new page.

The next HFAC conference call was tentatively set for January 3, 2001 at noon Eastern Time (ET). The meeting was adjourned 2:00 p.m. EDT.